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MEMORANDUM

TO: Executive Directors, DSN Boards of Case Management and Residential Services CEOs,
Contracted Service Providers of Case Management, Day Services, and Residential Services

FROM: Janet Brock Priest, Associate State Director-Operations 

DATE: May 2, 2024

SUBJECT: National Core Indicators (NCI) In-Person Surveys/Background Documents: 2nd Sample

The 2024 National Core Indicators Survey Cycle kicked off in January with DDSN provider agencies receiving their initial samples for background information documents. We appreciate the work you have already done to gather information about individuals, complete background documents and declination forms, and submit them to the Center for Disability Resources (CDR). Many of you have also sent invoices for payment to DDSN.

The goal of the project is to collect information from a representative sample of people being supported across the State. The target for 2024 is to conduct a minimum of 400 surveys (interviews), but participation by those supported is voluntary, and there have been many declinations. As a result, a second round is necessary. Over the coming weeks, you will again be contacted by CDR and sent a new survey sample. DDSN is again relying on service providers to complete the background information documents and will continue to pay \$125.00 for each completed document, as well as \$25.00 for each declination form. If you have already submitted an invoice, you may submit another for round 2.

Please note, once an individual gives consent to participate, completing the background information documents does not require an interview with the individual. In most cases the data can be found in Therap. Interview with individuals will be conducted by CDR. The sample will be of approximately 5% of the adults you support. For case management agencies, the sample will be 5% of adults that receive at least one (1) service in addition to case management. The maximum number of people included in a sample will not exceed twenty-five (25).

Thanks in advance for your participation in the important effort and thanks for all you do to support South Carolinians with disabilities. If you have any questions, please contact Bill Simpson at 803-898-9614 or bsimpson@ddsn.sc.gov.